



TOWNSHIP OF CORWITH  
Otsego County, Michigan

FINANCIAL REPORT WITH  
SUPPLEMENTARY INFORMATION

Year Ended March 31, 2005

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## AUDITING PROCEDURES REPORT

Issue under P.A. 2 of 1968, as amended. Filing is mandatory.

<b>Local Government Type</b> <input type="checkbox"/> City <input checked="" type="checkbox"/> Township <input type="checkbox"/> Village <input type="checkbox"/> Other		<b>Local Government Name</b> Township of Corwith	<b>County</b> Otsego
<b>Audit Date</b> March 31, 2005	<b>Opinion Date</b> June 21, 2005	<b>Date Accountant Report Submitted to State:</b> September 3, 2005	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- ☐ yes ☒ no 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.
- ☐ yes ☒ no 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).
- ☐ yes ☒ no 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).
- ☐ yes ☒ no 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.
- ☐ yes ☒ no 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).
- ☐ yes ☒ no 6. The local unit has been delinquent distributing tax revenues that were collected for another taxing unit.
- ☐ yes ☒ no 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during they year).
- ☐ yes ☒ no 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).
- ☐ yes ☒ no 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).

We have enclosed the following:	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.	X		
Reports on individual federal financial assistance programs (program audits).			X
Single Audit Reports (ASLGU).			X

<b>Certified Public Accountant (Firm Name)</b> Campbell, Kusterer & Co., P.C.			
<b>Street Address</b> 512 N. Lincoln, Suite 100, P.O. Box 686	<b>City</b> Bay City	<b>State</b> MI	<b>Zip</b> 48707
<b>Accountant Signature</b> Campbell, Kusterer & Co., P.C.			

TOWNSHIP OF CORWITH  
Otsego County, Michigan

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# CAMPBELL, KUSTERER & CO., P.C.

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## INDEPENDENT AUDITOR'S REPORT

June 21, 2005

To the Township Board  
Township of Corwith  
Otsego County, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of Township of Corwith, Otsego County, Michigan as of and for the year ended March 31, 2005, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Township of Corwith's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Corwith, Otsego County, Michigan as of March 31, 2005, and the respective changes in financial position thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 1, the Township has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as of April 1, 2004.

The Management's Discussion and Analysis and budgetary comparison information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the Township's basic financial statements. The other supporting information described in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, it is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

*Campbell, Kusterer & Co., P.C.*

CAMPBELL, KUSTERER & CO., P.C.  
Certified Public Accountants

TOWNSHIP OF CORWITH  
Otsego County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the year ended March 31, 2005

The Management's Discussion and Analysis report of the Township of Corwith covers the Township's financial performance during the year ended March 31, 2005.

FINANCIAL HIGHLIGHTS

Our financial status remained stable over the last year. Net assets at March 31, 2005, totaled \$258,481.54 for governmental activities. Overall total capital assets remained approximately the same.

Overall revenues were \$215,477.26 from governmental activities. Governmental activities had a \$24,191.44 decrease in net assets.

Taxable value increased by approximately \$638,867.00 or 1.09%.

We did not incur any new debt.

OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of three parts, management's discussion and analysis, the basic financial statements and required supplementary information. The basic financial statements include two different kinds of statements that present different views of the Township and the notes to the financial statements.

The first two statements are entity-wide financial statements and provide both long and short-term information about our overall financial status. These statements present governmental activities.

The remaining statements are fund financial statements, which focus on individual parts of the Township in more detail.

The notes to the financial statements explain some of the information in the statements and provide more detailed data.

Required supplementary information further explains and supports the financial statement information with budgetary comparisons.

ENTITY-WIDE FINANCIAL STATEMENTS

The entity-wide statements report information about the Township as a whole using accounting methods used by private companies. The statement of net assets includes all of the Township's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

The two entity-wide statements report net assets and how they have changed. Net assets are the difference between the entity's assets and liabilities and this is one method to measure the entity's financial health or position.

Over time increases/decreases in the entity's net assets are an indicator of whether financial position is improving or deteriorating.

To assess overall health of the entity you may also have to consider additional factors such as tax base changes, facility conditions and personnel changes.

All of the activities of the Township are reported as governmental activities. This includes the General Fund and the Current Tax Collection Fund.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the year ended March 31, 2005

FUND FINANCIAL STATEMENTS

The fund financial statements provide more detailed information about the Township's funds, focusing on significant (major) funds not the Township as a whole. Funds are used to account for specific activities or funding sources. Some funds are required by law or bond covenants. The Township Board also may create them. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

The Township has the following types of funds:

Governmental funds: All of the Township's activities are included in the governmental category. These funds are presented on the modified accrual basis, which is designed to show short-term financial information. You will note that the differences between the Township's entity-wide statements and the fund statements are disclosed in reconciling statements to explain the differences between them. The Township's governmental activities include the General Fund.

FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Our cash position in the governmental activities remains strong.

FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

The General Fund pays for most of the Township's governmental services with total expenditures of \$244,577.41.

CAPITAL ASSET AND LONG-TERM DEBT ACTIVITY

The Township's governmental activities invested \$5,399.00 in capital assets.

The Township's governmental activities paid \$6,595.67 of principal on long-term debt.

KNOWN FACTORS AFFECTING FUTURE OPERATIONS

The future of state revenue sharing is very clouded and it represents 34.7% of our income. We continue to grow at a 6.6% rate in taxable values with little demand for infrastructure, except good roads and water, where available.

CONTACTING THE TOWNSHIP'S MANAGEMENT

This financial report is designed to provide our taxpayers, creditors, investors and customers with a general overview of the Townships finances and to demonstrate the Township's accountability for the revenues it receives. If you have any questions concerning this report please contact the Township Clerk or Township Treasurer at 989-983-2865 or P.O. Box 100, Vanderbilt, Michigan 49795.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

GOVERNMENT-WIDE STATEMENT OF NET ASSETS  
March 31, 2005

	<u>Governmental Activities</u>
ASSETS:	
CURRENT ASSETS:	
Cash in bank	127 907 04
Taxes receivable	<u>7 155 66</u>
Total Current Assets	<u>135 062 70</u>
NON-CURRENT ASSETS:	
Capital Assets	319 349 82
Less: Accumulated Depreciation	<u>(153 554 62)</u>
Total Non-current Assets	<u>165 795 20</u>
TOTAL ASSETS	<u><u>300 857 90</u></u>
LIABILITIES AND NET ASSETS:	
LIABILITIES:	
CURRENT LIABILITIES:	
Accounts payable	<u>1 900 00</u>
Total Current Liabilities	<u>1 900 00</u>
NON-CURRENT LIABILITIES:	
Contract payable	<u>40 476 36</u>
Total Non-current Liabilities	<u>40 476 36</u>
Total Liabilities	<u>42 376 36</u>
NET ASSETS:	
Invested in Capital Assets, Net of Related Debt	125 318 84
Unrestricted	<u>133 162 70</u>
Total Net Assets	<u>258 481 54</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>300 857 90</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

GOVERNMENT-WIDE STATEMENT OF ACTIVITIES  
Year ended March 31, 2005

	<u>Expenses</u>	<u>Program Revenue</u>	<u>Governmental Activities Net (Expense) Revenue and Changes in Net Assets</u>
<b>FUNCTIONS/PROGRAMS</b>			
Governmental Activities:			
Legislative	32 596 03	-	(32 596 03)
General government	117 689 27	41 457 72	(76 231 55)
Public safety	58 526 34	-	(58 526 34)
Public works	28 417 94	-	(28 417 94)
Interest on long-term debt	2 439 12	-	(2 439 12)
Total Governmental Activities	<u>239 668 70</u>	<u>41 457 72</u>	<u>(198 210 98)</u>
General Revenues:			
Property taxes			54 803 72
Other taxes			25 549 05
State revenue sharing			79 749 74
Interest			1 936 32
Miscellaneous			11 980 71
Total General Revenues			<u>174 019 54</u>
Change in net assets			(24 191 44)
Net assets, beginning of year			<u>282 672 98</u>
Net Assets, End of Year			<u>258 481 54</u>

The accompanying notes are an integral part of these financial statements.



TOWNSHIP OF CORWITH  
Otsego County, Michigan

BALANCE SHEET – GOVERNMENTAL FUNDS  
March 31, 2005

<u>Assets</u>	<u>Total (General)</u>
Cash in bank	
Taxes receivable	127 907 04
	<u>7 155 66</u>
Total Assets	<u>135 062 70</u>
<u>Liabilities and Fund Equity</u>	
Liabilities:	
Accounts payable	
Total liabilities	<u>1 900 00</u>
	<u>1 900 00</u>
Fund equity:	
Fund balances:	
Unreserved:	
Undesignated	
Total fund equity	<u>133 162 70</u>
	<u>133 162 70</u>
Total Liabilities and Fund Equity	<u>135 062 70</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET ASSETS  
March 31, 2005

TOTAL FUND BALANCES – GOVERNMENTAL FUNDS

133 162 70

Amounts reported for governmental activities in the statement of  
net assets are different because –

Capital assets used in governmental activities are not financial resources and  
therefore are not reported in the governmental funds balance sheet:

Capital assets at cost  
Accumulated depreciation

319 349 82  
(153 554 62)

Long-term debt liabilities are not due and payable in the current period and  
therefore are not reported in the governmental funds:

Contract payable

(40 476 36)

TOTAL NET ASSETS – GOVERNMENTAL ACTIVITIES

258 481 54

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
GOVERNMENTAL FUNDS  
Year ended March 31, 2005

	<u>Total (General)</u>
Revenues:	
Property taxes	54 803 72
Other taxes	25 549 05
State revenue sharing	79 749 74
Charges for services - PTAF	23 773 42
Charges for services - other	17 684 30
Interest	1 936 32
Miscellaneous	11 980 71
Total revenues	<u>215 477 26</u>
Expenditures:	
Legislative:	
Township Board	32 596 03
General government:	
Supervisor	5 048 75
Elections	3 161 90
Assessor	18 328 78
Clerk	14 920 24
Board of Review	969 00
Treasurer	17 789 33
Building and grounds	31 907 35
Cemetery	18 477 96
Public safety:	
Fire protection	49 833 00
Planning Commission	8 693 34
Public works:	
Highways and streets	8 315 25
Street lighting	836 19
Sanitation	19 266 50
Capital outlay	5 399 00
Debt service	9 034 79
Total expenditures	<u>244 577 41</u>
Excess (deficiency) of revenues over expenditures	(29 100 15)
Fund balance, April 1	<u>162 262 85</u>
Fund Balance, March 31	<u><u>133 162 70</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
Year ended March 31, 2005

NET CHANGE IN FUND BALANCES – TOTAL GOVERNMENTAL FUNDS (29 100 15)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures; in the Statement of Activities,  
these costs are allocated over their estimated useful lives as depreciation

Depreciation Expense  
Capital Outlay

(7 085 96)  
5 399 00

Repayment of debt principal is an expenditure in the governmental funds, the  
repayment does not have an effect in the statement of activities but does  
reduce the debt balance in the statement of net assets.

Principal payments on long-term debt

6 595 67

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES

(24 191 44)

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2005

Note 1 – Summary of Significant Accounting Policies

The accounting policies of the Township of Corwith, Otsego County, Michigan, conform to generally accepted accounting principles as applicable to governmental units.

Reporting Entity

The financial statements of the Township contain all the Township funds that are controlled by or dependent on the Township's executive or legislative branches.

The reporting entity is the Township of Corwith. The Township is governed by an elected Township Board. As required by generally accepted accounting principles, these financial statements present the Township as the primary government.

Government-Wide and Fund Financial Statements

The government-wide financial statements, (the Statement of Net Assets and the Statement of Changes in Net Assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All the Township's government-wide activities are considered governmental activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, intergovernmental payments and other items not properly included among program revenues are reported as general revenue.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted resources are applied first.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2005

Note 1 – Summary of Significant Accounting Policies (continued)

Governmental Funds

General Fund

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from property taxes, state and federal distributions, grants, and other intergovernmental revenues.

Fiduciary Fund

The Current Tax Collection Fund is used to account for assets held as an agent for others.

Assets, Liabilities and Net Assets or Equity

Bank deposits and investments – Cash and cash equivalent investments include cash on hand, demand deposits, certificates of deposit and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Receivables

Receivables have been recognized for all significant amounts due to the Township. Allowances for uncollectible accounts have not been provided for in that collection is not considered doubtful and any uncollected amount would be immaterial.

Inventories

Inventories of supplies are considered to be immaterial and are not recorded.

Property Taxes

Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned.

Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the county tax rolls. The 2004 tax roll millage rate was .9509 mills, and the taxable value was \$60,293,995.00.

Encumbrances

Encumbrances involving the current recognition of purchase orders, contracts and other commitments for future expenditures are not recorded.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2005

Note 1 – Summary of Significant Accounting Policies (continued)

Capital Assets

Capital assets are defined by the Township as assets with an initial cost of more than \$5,000.00 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings, additions and improvements	50 years
Furniture and equipment	5-10 years

Compensated Absences (Vacation and Sick Leave)

Employees are not allowed to accumulate vacation and sick pay.

Post-employment Benefits

The Township provides no post-employment benefits to past employees.

Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Accounting Change

Effective April 1, 2004, the Township implemented the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* (GASB No. 34). Changes to the Township's financial statements as a result of GASB No. 34 are as follows:

A Management's Discussion and Analysis (MD&A) section providing analysis of the Township's overall financial position and results of operations has been included.

Government-wide financial statements (Statement of Net Assets and Statement of Activities) prepared using the full accrual accounting for all the Township's activities have been provided.

Capital assets in the governmental activities column of the Statement of Net Assets include net assets totaling \$165,795.20.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2005

Note 2 – Budgets and Budgetary Accounting

The following procedures are followed in establishing the budgetary data reflected in these financial statements:

1. Prior to the beginning of the fiscal year, the proposed budget for each budgetary fund is submitted to the Township Board for consideration.
2. The proposed budgets include expenditures as well as the methods of financing them.
3. Public hearings are held to obtain taxpayer comments.
4. The budgets are adopted at the activity level by a majority vote of the Township Board.
5. The budgets are adopted on the modified accrual basis of accounting.
6. The originally adopted budgets can be amended during the year only by a majority vote of the Township Board.
7. The adopted budgets are used as a management control device during the year for all budgetary funds.
8. Budget appropriations lapse at the end of each fiscal year.
9. The budgeted amounts shown in these financial statements are the originally adopted budgets with all amendments that were approved by the Township Board during the fiscal year.

Note 3 – Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Township Board has designated two banks for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all investments authorized by state law as listed above.

The Township's deposits and investments are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the cash deposits are as follows:

Total Deposits

Carrying  
Amounts

128,247.66



TOWNSHIP OF CORWITH  
Otsego County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2005

Note 3 – Deposits and Investments (continued)

Amounts in the bank balances are without considering deposits in transit or uncleared checks.

	<u>Bank Balances</u>
Insured (FDIC)	103 666 74
Uninsured and Uncollateralized	<u>42 989 65</u>
Total Deposits	<u><u>146 656 39</u></u>

The Township of Corwith did not have any investments as of March 31, 2005.

Note 4 – Capital Assets

Capital asset activity of the Township's Governmental activities for the current year was as follows:

	<u>Balance 4/1/04</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 3/31/05</u>
<u>Governmental Activities:</u>				
Land	51 801 00	-	-	51 801 00
Buildings	195 264 26	-	-	195 264 26
Equipment	<u>66 885 56</u>	<u>5 399 00</u>	-	<u>72 284 56</u>
Total	313 950 82	5 399 00	-	319 349 82
Accumulated Depreciation	<u>(146 468 66)</u>	<u>(7 085 96)</u>	-	<u>(153 554 62)</u>
Net Capital Assets	<u><u>167 482 16</u></u>	<u><u>(1 686 96)</u></u>	<u>-</u>	<u><u>165 795 20</u></u>

Note 5 – Pension Plan

The Township has a defined contribution pension plan covering all full time employees. The Township contributes an amount of each employee's annual salary to the plan. The net pension expense for the fiscal year ended March 31, 2005, was \$1,897.64.

Note 6 – Deferred Compensation Plan

The Township does not have a deferred compensation plan.

Note 7 – Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors, omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for property loss, torts and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Note 8 – Building Permits

The Township of Corwith does not issue building permits. Building permits are issued by the County of Otsego.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

NOTES TO FINANCIAL STATEMENTS  
March 31, 2005

Note 9 – Changes in Long-Term Debt

A summary of changes in long-term debt follows:

	<u>Balance 4/1/04</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance 3/31/05</u>
Contract payable	<u>47 072 03</u>	<u>-</u>	<u>6 595 67</u>	<u>40 476 36</u>
Total	<u>47 072 03</u>	<u>-</u>	<u>6 595 67</u>	<u>40 476 36</u>

Note 10 – Contract Payable

On September 26, 2001, the Township obtained a \$60,000.00 loan from First National Bank of Gaylord to fund an installment purchase contract for improvements to the Township hall. The Loan is repayable in one hundred and eighty monthly payments in the amount of \$492.85 including interest at the rate of 5.50% per annum. As of March 31, 2005, the principal balance outstanding on the loan was \$40,476.36.

TOWNSHIP OF CORWITH  
Otsego County, Michigan

BUDGETARY COMPARISON SCHEDULE – GENERAL FUND  
Year ended March 31, 2005

	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Revenues:				
Property taxes	56 000 00	56 000 00	54 803 72	(1 196 28)
Other taxes	25 606 00	25 606 00	25 549 05	(56 95)
State revenue sharing	70 000 00	70 000 00	79 749 74	9 749 74
Charges for services:				
Property tax administration	21 860 00	21 860 00	23 773 42	1 913 42
Other	15 200 00	15 200 00	17 684 30	2 484 30
Interest	3 000 00	3 000 00	1 936 32	(1 063 68)
Miscellaneous	11 600 00	11 600 00	11 980 71	380 71
Total revenues	<u>203 266 00</u>	<u>203 266 00</u>	<u>215 477 26</u>	<u>12 211 26</u>
Expenditures:				
Legislative:				
Township Board	46 800 00	47 416 00	32 596 03	(14 819 97)
General government:				
Supervisor	6 124 00	6 124 00	5 048 75	(1 075 25)
Elections	5 090 00	5 090 00	3 161 90	(1 928 10)
Assessor	21 722 00	21 722 00	18 328 78	(3 393 22)
Clerk	16 010 00	16 010 00	14 920 24	(1 089 76)
Board of Review	1 500 00	1 500 00	969 00	(531 00)
Treasurer	20 760 00	20 760 00	17 789 33	(2 970 67)
Building and grounds	78 961 00	78 961 00	31 907 35	(47 053 65)
Cemetery	23 982 00	23 982 00	18 477 96	(5 504 04)
Public safety:				
Fire protection	49 833 00	49 833 00	49 833 00	-
Planning Commission	15 440 00	15 440 00	8 693 34	(6 746 66)
Public works:				
Highways and streets	31 369 00	31 202 00	8 315 25	(22 886 75)
Street lighting	1 000 00	1 000 00	836 19	(163 81)
Sanitation	27 275 00	27 275 00	19 266 50	(8 008 50)
Capital outlay	6 900 00	6 900 00	5 399 00	(1 501 00)
Debt service	9 500 00	9 051 00	9 034 79	(16 21)
Total expenditures	<u>362 266 00</u>	<u>362 266 00</u>	<u>244 577 41</u>	<u>(117 688 59)</u>
Excess (deficiency) of revenues over expenditures	(159 000 00)	(159 000 00)	(29 100 15)	129 899 85
Fund balance, April 1	<u>159 000 00</u>	<u>159 000 00</u>	<u>162 262 85</u>	<u>3 262 85</u>
Fund Balance, March 31	<u>-</u>	<u>-</u>	<u>133 162 70</u>	<u>133 162 70</u>

TOWNSHIP OF CORWITH  
Otsego County, Michigan

GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT  
Year ended March 31, 2005

Township Board:	
Salaries and per diem	5 484 00
Benefits	1 897 64
Payroll taxes	4 021 97
Supplies	5 415 43
Insurance	5 167 00
Education	335 00
Audit and legal	4 364 56
Telephone	1 685 35
Printing and publishing	1 402 93
Miscellaneous and dues	<u>2 822 15</u>
	<u>32 596 03</u>
Supervisor:	
Salary	4 824 00
Deputy	<u>224 75</u>
	<u>5 048 75</u>
Elections:	
Wages	2 126 35
Mileage and supplies	<u>1 035 55</u>
	<u>3 161 90</u>
Assessor:	
Wages	14 922 00
Mileage	318 02
Supplies	<u>3 088 76</u>
	<u>18 328 78</u>
Clerk:	
Salary	13 260 00
Deputy	<u>1 660 24</u>
	<u>14 920 24</u>
Board of Review:	
Wages	<u>969 00</u>
Treasurer:	
Salary	13 260 00
Deputy	2 045 09
Wages – summer	1 208 26
Supplies	975 98
Miscellaneous	<u>300 00</u>
	<u>17 789 33</u>
Building and grounds:	
Salary	4 656 00
Supplies	1 291 68
Administrator	1 440 00
Telephone	382 63
Utilities	5 988 37
Repairs and maintenance	<u>18 148 67</u>
	<u>31 907 35</u>
Cemetery:	
Salary and wages	10 127 00
Supplies	804 68
Repairs and maintenance	<u>7 546 28</u>
	<u>18 477 96</u>

TOWNSHIP OF CORWITH  
Otsego County, Michigan

GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT  
Year ended March 31, 2005

Fire protection:	
Contracted services	<u>49 833 00</u>
Planning Commission:	
Wages	630 00
Contracted services	<u>8 063 34</u>
Highways and streets:	<u>8 693 34</u>
Maintenance	<u>8 315 25</u>
Street lighting:	
Utilities	<u>836 19</u>
Sanitation:	
Wages	2 974 49
Supplies	95 73
Repairs and maintenance	<u>16 196 28</u>
	<u>19 266 50</u>
Capital outlay	<u>5 399 00</u>
Debt service	<u>9 034 79</u>
Total Expenditures	<u><u>244 577 41</u></u>

TOWNSHIP OF CORWITH  
Otsego County, Michigan

CURRENT TAX COLLECTION FUND  
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
Year ended March 31, 2005

	<u>Balance</u> <u>4/1/04</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>3/31/05</u>
<u>Assets</u>				
Cash in Bank	<u>1 480 85</u>	<u>1 795 523 53</u>	<u>1 796 663 76</u>	<u>340 62</u>
<u>Liabilities</u>				
Due to other funds	717 92	73 472 37	74 190 29	-
Due to others	<u>762 93</u>	<u>1 722 051 16</u>	<u>1 722 473 47</u>	<u>340 62</u>
Total Liabilities	<u>1 480 85</u>	<u>1 795 523 53</u>	<u>1 796 663 76</u>	<u>340 62</u>

TOWNSHIP OF CORWITH  
Otsego County, Michigan

CURRENT TAX COLLECTION FUND  
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
Year ended March 31, 2005

Cash in bank – beginning of year	<u>1 480 85</u>
Cash receipts:	
Property tax	1 795 266 13
Interest	<u>257 40</u>
Total cash receipts	<u>1 795 523 53</u>
Total beginning balance and cash receipts	<u>1 797 004 38</u>
Cash disbursements:	
Township General Fund	74 190 29
Vanderbilt Corwith Fire and Rescue	106 321 94
Village of Vanderbilt	606 43
Otsego County	784 781 55
Vanderbilt Area School District	731 759 20
C.O.P. Intermediate School District	93 475 96
State of Michigan	747 56
Refunds	<u>4 780 83</u>
Total cash disbursements	<u>1 796 663 76</u>
Cash in Bank – End of Year	<u><u>340 62</u></u>

# **CAMPBELL, KUSTERER & CO., P.C.**

CERTIFIED PUBLIC ACCOUNTANTS

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KENNETH P. KUSTERER, CPA

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## **AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS**

June 21, 2005

To the Township Board  
Township of Corwith  
Otsego County, Michigan

We have audited the financial statements of the Township of Corwith for the year ended March 31, 2005. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of our audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

### **AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES**

We conducted our audit of the financial statements of the Township of Corwith in accordance with auditing standards generally accepted in the United States. The following paragraph explains our responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. Our knowledge of such transactions is limited to that acquired through our audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, our responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those in which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financial statements are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in our opinion."



To the Township Board  
Township of Corwith  
Otsego County, Michigan

In the audit process, we gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. Our understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

### **SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies are described in Note 1 to the financial statements.

### **OTHER COMMUNICATIONS**

Auditing standards call for us to inform you of other significant issues such as, but not limited to, 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ markedly from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures we performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

We have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were minimal, and are available to review.

### **GASB 34 IMPLEMENTATION**

The Governmental Accounting Standards Board issued a new reporting model for governmental units which was required to be implemented for the fiscal year ended March 31, 2005. The implementation of this pronouncement for the Township of Corwith began with the year ended March 31, 2005. The daily operations and recording transactions did not change significantly, however, the Township is required to maintain additional records for the year end adjustments to the final presentation format.

### **COMMENTS AND RECOMMENDATION REGARDING INTERNAL CONTROLS/ COMPLIANCE/ EFFICIENCY**

Our procedures disclosed the following conditions that we would like to bring to your attention:

#### **SEGREGATION OF DUTIES**

A separation of duties between persons who authorize transactions and persons who have control over the related assets does not always exist.

The least desirable accounting system is one in which an employee is responsible for executing the transaction and then recording the transaction from its origin to its ultimate posting in the General Ledger. This increases the likelihood that intentional or unintentional errors will go undetected. In most cases, adequate segregation of duties substantially increases control over errors without duplication of effort.

We understand that due to the size of needed staff, a proper segregation of duties may be impractical and the "cost to benefit" relationship may not justify the addition of accounting staff to accomplish the desired segregation.

These conditions were considered in determining the nature, timing and extent of the audit tests to be applied in our audit of the Township's financial statements and this communication of these matters does not affect our report on the Township's financial statements, dated March 31, 2005.

To the Township Board  
Township of Corwith  
Otsego County, Michigan

SUMMARY

We welcome any questions you may have regarding the foregoing comments and we would be happy to discuss any of these or other questions that you might have at your convenience.

Sincerely,

*Campbell, Kusterer & Co., P.C.*

CAMPBELL, KUSTERER & CO., P.C.  
Certified Public Accountants